



DEPARTMENT OF DEFENSE CIVILIAN PERSONNEL MANUAL

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**OFFICE OF THE UNDER SECRETARY OF DEFENSE
FOR PERSONNEL AND READINESS**



FORCE MANAGEMENT
POLICY

ASSISTANT SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

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FOREWORD

This Manual is reissued under the authority of DoD Directive 1400.25, "Department of Defense Civilian Personnel Management System," November 25, 1996. It implements policy, establishes uniform DoD-wide procedures, provides guidelines and model programs, delegates authority, and assigns responsibilities regarding civilian personnel management within the Department of Defense. DoD 1400.25-M, "Civilian Personnel Manual," July 30, 1978, is hereby canceled.

It is DoD policy and National Performance Review philosophy that we should streamline and eliminate redundancy in government regulations as well as delegate authorities to the lowest practical level. To avoid proliferation of regulations, the Manual is written to establish specific parameters or prescribe procedures that ensure an appropriate level of standardization. Therefore, the need for supplementing documents should be minimal.


This Manual applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components"), unless otherwise provided.

This Manual is effective immediately. Use of this Manual by all DoD Components is mandatory. Obligations to unions representing employees affected by this Manual must be satisfied before changes are implemented with respect to those employees.

Send recommended changes to the Manual to:

Deputy Assistant Secretary of Defense (Civilian Personnel Policy)
4000 Defense Pentagon
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Washington, DC 20301-4000

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